



TOWN OF ROCKY HILL MEETING MINUTES/MOTIONS

In order to comply with Connecticut General Statutes regarding minutes of meetings, the following will be used to record information during all public meetings that take place. An original must be submitted to the Town Clerk of Rocky Hill within 48 hours of the meeting being adjourned. Motions should be complete, showing the maker and second of the motion as well as how each member voted. Unanimous votes may be listed as unanimous.

NAME OF PUBLIC BOARD OR COMMISSION	Finance Committee
DATE MEETING AGENDA POSTED	June 10, 2014
LOCATION	Council Chambers
DATE OF MEETING	June 12, 2014
TIME MEETING STARTED	4:32 p.m.
PERSON PREPARING MEETING MINUTES	Jo-Anne Booth, Recording Secretary
VERBATIM NOTES TAKEN	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
AUDIO, VIDEO OR LIVE TRANSMISSION OF MEETING	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

MEMBERS PRESENT AT MEETING

1. Cathy Vargas, Chairwoman	2. Guy Drapeau (Entered at 4:34 p.m.)
3. Bill MacDonald	4. Also present: John Mehr (Finance Director)
5. Barbara Gilbert (Town Manager)	6. Mona McKim (Treasurer)
7. Jim Sollmi (Director of Public Works) (Left at 4:44 p.m.)	8. Lisa Zerio (Director of Parks and Recreation & Custodial Staff) (Left at 4:44 p.m.)
9. Stuart Topliff (Assessor) (Left at 5:04 p.m.)	10.

NUMBER REQUIRED FOR QUORUM 2 QUORUM PRESENT ☒ Yes ☐ No

TEXT MOTIONS AND RESULTS VOTES

1st MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Bill MacDonald made a motion to approve the Minutes of the May 14, 2014 meeting of the Finance Committee. The motion was seconded by Chairwoman Cathy Vargas and adopted by those present. (Councilor Guy Drapeau was absent at this time.)

2nd MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Bill MacDonald made a motion to approve the Working Notes of the May 14, 2014 meeting of the Finance Committee. The motion was seconded by Chairwoman Cathy Vargas and adopted by those present. (Councilor Guy Drapeau was absent at this time.)

3rd MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Bill MacDonald made a motion to approve the Resolution for the Award of Bid-Pavement Marking-Line Striping and forward this to the Town Council. The motion was seconded by Chairwoman Cathy Vargas and adopted by those present. (Councilor Guy Drapeau was absent at this time.)

BE IT RESOLVED that the award of bid for pavement marking be awarded to Hi-Way Safety Systems, Inc., Rockland, MA at a bid price of \$29,570.67. The Town participated in the Capital Region Council of Governments (CRCOG) Capital Region Purchasing Council pavement marking bid and this pricing is valid for the 2014 calendar year. This service will be charged to the Engineering Department – budget line 01-300-401-5326 for Fees – Markings in the 2014-2015 budget year.

4th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Bill MacDonald made a motion to approve the Resolution for the Award of Bid-Sidewalk Construction and Repairs and forward this to the Town Council. The motion was seconded by Councilor Guy Drapeau and adopted unanimously.

BE IT RESOLVED that the award of bid for sidewalk construction and repairs be awarded to Wespro, Ltd, 242 Elm Street, Wethersfield, CT at a bid price of \$69,050.00. These repairs are to be charged to the Capital Improvement Budget – budget line 01-950-000-5730 for Sidewalk Improvements (LOCIP) for the 2014 -2015 budget year. The cost of this sidewalk work is reimbursed by the State through the Local Capital Improvement Program (LOCIP).

Report and Recommendation

The Town went to bid for sidewalk work with a bid opening on May 21, 2014. Five contractors submitted bids. Wespro, Ltd. was the lowest bidder. The Engineering Department recommends that Wespro be awarded the sidewalk construction and repairs bid. This bid is for sidewalk work that will be performed during the July 1, 2014 through June 30, 2015 budget year.

Other Bidders:

T & S Caminito Concrete, LLC, Middletown, CT - \$73,105.00

Susaya Construction, Bloomfield, CT - \$83,640.00

Millennium Builders, LLC, Rocky Hill, CT - \$87,810.00

FCE Associates LLC, East Granby, CT - \$98,733.00

5th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Guy Drapeau made a motion to approve the Resolution for the Transfer of Funds: From Recreation Program Special Revenue Fund to Reserve for Capital and Nonrecurring Expenditures Fund and forward this to the Town Council. The motion was seconded by Councilor Bill MacDonald and adopted unanimously.

WHEREAS, the Town of Rocky Hill in its Recreation Program Special Revenue Fund has a Fund Balance of \$439,392 for the fiscal year ending June 30, 2013.

THEREFORE, BE IT RESOLVED THAT, the Finance Director is authorized to transfer \$300,000 from the Recreation Program Special Revenue Fund into the Reserve for Capital and Nonrecurring Expenditure Fund under the project line Parks and Recreation – Equipment and Field improvements.

These funds will be used for future purchases of parks and recreation equipment, and for athletic facilities or field improvements. This transfer would be effective after July 1, 2014.

Report and Recommendation

The Finance Committee has reviewed the activity in the Recreation Program Special Revenue Fund with the Parks and Finance staff. It has been determined that \$300,000 can be transferred out of this Fund to the Reserve for Capital and Nonrecurring Expenditure Fund for future purchases of parks and recreation equipment, and for future improvements to athletic facilities. In the future, the Finance Committee will review yearly the activity in the Recreation Program Special Revenue Fund to determine if any funds can be transferred to the Reserve for Capital and Nonrecurring Expenditure Fund.

6th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Guy Drapeau made a motion to approve the change in policy for business personal property tax audits from a fixed fee to a contingency based fee. The motion was seconded by Councilor Bill MacDonald and adopted unanimously.

7th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Guy Drapeau made a motion to approve the Resolution for the Budgetary Transfers (June 30, 2014) and forward this to the Town Council. The motion was seconded by Councilor Bill MacDonald and adopted unanimously. (Please see the attachment.)

8th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Guy Drapeau made a motion to approve the Resolution for Year End 6/30/14 Capital Expenditures and forward this to the Town Council. The motion was seconded by Councilor Bill MacDonald and adopted unanimously.

WHEREAS the Town Manager has recommended that certain unencumbered balances from the 2013-2014 budget be reserved to be expended in future years until completed.

BE IT RESOLVED THAT the following projects be and hereby are reserved for the purpose of

expending the funds as reflected below in future years until completed.

Revaluation	\$6,880.00
Plan of Conservation	\$50,000.00
School Improvements – Security	\$285,800.00
School Improvements – West Hill School Sprinklers	\$1,027,320.00
School Improvements – Air Conditioners	\$152,724.00
Microwave Radio Transmitter	\$370,000.00
Fire Department Training Center	\$25,000.00
Modular Classrooms	\$14,400.00

9th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Guy Drapeau made a motion to approve the Legal Bills and forward these to the Town Council for its Consent Agenda. The motion was seconded by Councilor Bill MacDonald and adopted with Councilor Bill MacDonald abstaining.

BE IT RESOLVED THAT the Town Council/Finance Committee hereby authorizes the payment of the following legal bills for services rendered.

Rome McGuigan, P.C.	\$11,552.80 (Apr)
Joseph Fasi LLC	\$ <u>0.00</u>
TOTAL	\$11,552.80
Other Services:	

10th MOTION ☒ Passed ☐ Failed ☐ Tabled

Councilor Guy Drapeau made a motion to adjourn the meeting at 5:21 p.m. The motion was seconded by Councilor Bill MacDonald and adopted unanimously.

SEE THE MAIN MINUTES WEB PAGE TO ACCESS ADDITIONAL MEETING INFORMATION (i.e., WORKING NOTES, ACTIONS).

TIME MEETING ADJOURNED: 5:21 p.m. . TIME DELIVERED TO TOWN CLERK:
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